



Republic of the Philippines
Philippine Coast Guard
PHILIPPINE COAST GUARD AUXILIARY
NATIONAL AUXILIARY MAIN OFFICE



18 February 2014

MEMORANDUM CIRCULAR
NAMO Number 02-02-14

TO : All Directors Auxiliary District
All Directors Auxiliary Squadrons

FROM : National Director, PCGA

SUBJECT : UPDATE OF ROSTER OF TROOPS

1. Reference is made to the Memorandum of the Commandant PCG to the District Commanders with the list of PCGA members of their respective Districts.
2. Further, the Memorandum states that Members from their respective CGADs who are not in the list but covered by valid appointment/designation orders may be included upon request for issuance of appropriate orders from HPCG.
3. Those who are deemed inactive may be requested for issuance of disenrollment orders in accordance with Chapter 5 Section C of the 2012 PCGA Regulations Manual (2012 PRM).
4. All CGADs and their respective Squadrons are directed to review the list released by HPCG provided herein to come up with the final and updated Roster of Troops.
5. In this regard, after consultations with CG-7 in order to assist the District Commanders in updating the PCGA Roster of Troops, all the DADs and DAS are directed to submit to this Office the final list of Active Members.
6. All active members must be duly cleared of liabilities by the DADs / DAS and are currently updated in the payment of the annual dues as a requirement for their active status.
7. Further, you are hereby directed to submit request for disenrollment orders for inactive members.
8. We are encouraging all concerned DADs / DAS to inform their respective inactive members to signify their intentions to join or renew their membership as a last opportunity to be re-enlisted provided they shall comply with the requirements and settle all their obligations for the period of their inactive status.

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9. The final list of Roster of Troops of your respective Districts must be submitted to the PCG CGD and the NAMO, duly endorsed and signed by the District Commander and the Director Auxiliary District.

10. For your information and compliance.

ENCLOSURES:

1. Memorandum from the CPCG Re PCGA Roster of Troops
2. List of PCGA CGAD Roster of Troops

For the National Director:

(Original signed)

VALENTIN B PRIETO JR

RADM PCGA

Deputy National Director for Administration